



South Carolina Department of Health  
and Environmental Control

Division of Procurement Services

Request for Proposal  
Amendment - 1

Solicitation No.: RFP-37565-1/19/10-EMW

Date Issued: 1/13/10

Procurement Officer: E. Madison Winslow

Phone No.: (803) 898-3487

E-mail Address: [winsloem@dhec.sc.gov](mailto:winsloem@dhec.sc.gov)

Page No.: 1 of 3

DESCRIPTION: Contract to develop and provide HAZWOPER training

USING GOVERNMENTAL UNIT: South Carolina Department of Health and Environmental Control

*The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.*

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:

SC DHEC – Division of Procurement Services  
Bureau of Business Management  
2600 Bull Street  
Columbia, S.C. 29201

PHYSICAL ADDRESS:

SC DHEC – Division of Procurement Services  
Bureau of Business Management  
2600 Bull Street, Room 1200 – Aycock Bldg.  
Columbia, S.C. 29201

SUBMIT OFFER BY (Opening Date/Time) January 21, 2010/2:30 pm ET (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY:

(See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: One (1) original and six (6) copies

CONFERENCE TYPE: N/A

DATE & TIME:

LOCATION: N/A

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

AWARD &  
AMENDMENTS

Award will be posted on **January 31, 2010**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <http://www.scdhec.net/procurement>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of sixty (60) calendar days after the Opening Date.

(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

TAXPAYER IDENTIFICATION NO.

(See "Taxpayer Identification Number" provision)

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at [www.procurement.sc.gov](http://www.procurement.sc.gov))

PRINTED NAME

(printed name of person signing above)

DATE SIGNED

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

☐ Sole Proprietorship

☐ Partnership

☐ Other

☐ Corporate entity (not tax-exempt)

☐ Corporation (tax-exempt)

☐ Government entity (federal, state, or local)

**PAGE TWO**

(Return Page Two with Your Offer)

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	<div style="border-bottom: 1px solid black; margin-bottom: 5px;">           Area Code - Number      Extension      Facsimile         </div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">           E-mail Address         </div>

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address <b>(check only one)</b>	<input type="checkbox"/> Office Address same as Home Office Address <input type="checkbox"/> Office Address same as Notice Address <b>(check only one)</b>

ACKNOWLEDGMENT OF AMENDMENTS							
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**PREFERENCES – A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

**PREFERENCES – ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)7(ii) or the Resident Contractor Preference (11-35-1524(C)(1)(iii). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

☐ In-State Office Address same as Home Office Address     
 ☐ In-state Office Address same as Notice Address  
**(check only one)**

**AMENDMENTS TO SOLICITATION (DHEC – FEB 2007)**

- (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://www.scdhec.gov/procurement/>
- (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.
- (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

Amendment Number One

The solicitation is amended as follows:

THE DEADLINE FOR SUBMITTING OFFERS (BIDS) FOR THE IFB HAS BEEN CHANGED FROM JANUARY 19, 2010 TO 2:30 PM ET ON JANUARY 21, 2010.

*Change in specifications*

The following clauses are deleted from Section II. INSTRUCTIONS TO OFFERORS – B. SPECIAL INSTRUCTIONS:

- PREFERENCES - RESIDENT CONTRACTOR PREFERENCE (SEP 2009)
- PREFERENCES - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)
- PREFERENCES - RESIDENT VENDOR PREFERENCE (SEP 2009)

The following clause is deleted from Section VII. TERMS AND CONDITIONS – B. SPECIAL

- SUBCONTRACTOR SUBSTITUTION PROHIBITED - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)

*Questions and Answers*

1. On page 5 of 29 of the RFP, Section I, Paragraph 4 states that the Maximum Contract Period runs from February 1, 2010 to January 31, 2015. However, the last sentence of this paragraph states "This is a one-year contract with one (1) mutual one-year option to renew." Please clarify as to whether this is a 5-year or 2-year period of performance.

**Answer: It is a one-year contract with four (4) mutual one-year options to renew.**

2. Please affirm that the training courses detailed on Page 14, No. 1.A, Eight-Hour Refresher Course, are to be conducted each year of the performance period.

**Answer: That is correct.**

3. Are we to include the Letter of Introduction and Purpose and the Minority Participation Questionnaire in the bound volume of the proposal?

**Answer: Yes.**

4. Can we include the Cost of Bid section in the same bound volume as long as it is included in an appropriately marked sealed envelope?

**Answer: Yes.**

5. Is the \$80,000 limit- maximum \$80,000 for all 5 years or is it maximum \$80,000/year?

**Answer: The maximum covers the entire length of the contract (five years).**